Panama, Republic of Panama

February 17, 2011

Dear Prospective Offeror:

SUBJECT: Request for Quotations Number SPM070-11-Q-0012, Consular Parking Lot at the
New Embassy Compound.

The Embassy of the United States of America invites you to submit a quotation to build a New
Parking Lot and access road for Consulate Customers at left side of main entrance of the New
Embassy Compound (NEC) located at 783, on Demetrio B. Lakas Avenue, in Clayton, Panama
City, Republic of Panama.

A site visit has been scheduled for *Thursday February 24, 2011, 10:30am.*   Prospective
offerors are encouraged to submit any questions concerning the solicitation documents as far in
advance of the site-visit as possible, so that responses can be provided at the visit. Questions
must be submitted in writing, and should be sent to Ms. Teresa Guardia by fax (507-207-7141)
or by e-mail (Guardiatr@state.gov).

Your quotation may be submitted electronically via e-mail to: *Guardiatr@state.gov*, or you may
submit your quotation in a sealed envelope marked "Quotation Enclosed" to the above address.
The deadline for receipt of electronic and hard copy quotations is *2:00 p.m.* local time, on *March
7, 2011*.   No quotations will be accepted after this time.   In order for a quotation to be
considered, you must also complete and submit the following:

1. Executed Standard Form 18 including a completed Attachment 2, "BREAKDOWN OF
   PROPOSAL PRICE BY DIVISIONS OF SPECIFICATIONS".
2. Performance schedule in the form of a "bar chart" and Business Management/Technical
   Proposal.
3. A drawing with the proposed design of the parking depicting the trees that will be
   removed;
4. Additional information as required in Section L.

Direct any questions regarding this solicitation in writing to *Scott Bowers*, Contracting Officer,
questions must be written in English and may be sent to fax number **207-7141** or e-mail to:
Guardiatr@state.gov. You may also call *207-7309*.

Sincerely,

Scott Bowers
Contracting Officer